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<th>SPEAKER</th>
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<td>Introductions</td>
<td>PJ Jones</td>
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<td>6:20-6:25</td>
<td>Workshop Goals</td>
<td>PJ Jones</td>
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<td>6:35-6:45</td>
<td>Talking to Neighbors: Building Consensus</td>
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<td>Kimberly Lee</td>
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<td>6:55-7:00</td>
<td>Break</td>
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<td>7:00-7:15</td>
<td>Why Deed Restrictions are important?</td>
<td>Hilary Tyson</td>
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<td>What Deed Restrictions can do</td>
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<td>How to locate your subdivision</td>
<td>Samantha Salas</td>
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<td>7:45-7:55</td>
<td>Q&amp;A</td>
<td>Caroline Crow</td>
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<td>Closing Survey</td>
<td>Shannon Jenkins</td>
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<td>8:00</td>
<td>Closing Remarks</td>
<td>PJ Jones</td>
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Introductions

Session 1: Tuesday, May 4, 2021

Speakers & Moderators

Amy Dinn
Caroline Crow
Hilary Tyson
Kimberly Lee
PJ Jones
Samantha Salas
Shannon Jenkins
AMY DINN
Lone Star Legal Aid
Environmental Justice Team
Managing Attorney
CAROLINE CROW
Lone Star Legal Aid
Environmental Justice Team
Staff Attorney
KIMBERLY LEE
East Houston Civic Club
Board Member
PJ JONES
Glenwood Forest
Community Civic Club
President
SAMANTHA SALAS
Lone Star Legal Aid
Paralegal
SHANNON JENKINS

Glenwood Forest
Community Civic Club
Marketing & Media Relations
Workshop Goals

1. To educate communities about deed restrictions.

2. To empower communities with knowledge about deed restrictions.
   “Knowledge is power”

3. To inspire and motivate communities to protect their neighborhoods with deed restrictions, as an alternative solution to Houston’s lack of zoning.

4. To promote community collaboration to accomplish group-determined goals.
   “Teamwork makes the dream work”
Workshop Rules

1) Please keep yourself muted if you are not speaking.

2) Please do not interrupt the presenters. At the end of each presentation, there will be time for questions. Feel free to put your question in the chat!

3) If you’re calling-in, press STAR 6 [* 6] to mute or un-mute yourself.

4) To adjust your view, look for a “View” Icon in the top right corner, and select the view that works best for you.

5) To adjust your screen, look for the icon below and click on the drop down menu to pick the best option.

6) If you are calling-in and are unable to access the chat feature on Zoom, please feel free to text questions to (512)-545-5054.
SESSION 1
6:25 - 6:35PM
Asset Mapping: What's in your community?

PJ JONES, President of Glenwood Forest Community Civic Club
Why is it important to know what’s in your community?

• Work together to achieve common goals.
• Help educate community members.
• Create transparency and lay the foundation to build consensus.

Asset mapping is one way to find out what’s in your community.
What does Asset Mapping mean to you?
ASSET MAPPING:
The goal of asset mapping is to document a community's existing resources and incorporating these strengths into community development work. The process of asset mapping can include identifying the institutions, individuals, and citizen associations, that exist within communities and serve as positive resources.
TAKING THE TEMPERATURE OF YOUR COMMUNITY

GREEN
BLUE
YELLOW
RED
TAKING THE TEMPERATURE OF YOUR COMMUNITY

GREEN:

Residents that are ALL FOR deed restrictions.
Residents with a full understanding of deed restrictions. Residents that know the difference between deed restrictions and an HOA. These residents are typically residents that have been living in the community 20+ years, have made a great investment in the community, want the community to grow, and want to leave a legacy.
TAKING THE TEMPERATURE OF YOUR COMMUNITY

BLUE:

Residents that are MOSTLY FOR deed restrictions. Residents with some knowledge or understanding of deed restrictions, but still have questions and concerns.
TAKING THE TEMPERATURE OF YOUR COMMUNITY

YELLOW:

Residents that are NEUTRAL about deed restrictions.
Residents that are typically not engaged or involved with community affairs such as civic clubs meetings, events.
Only knowledge about deed restrictions that they have is what they hear through the grapevine (gossip). They straddle the fence and can be swayed in either direction; they are followers by season.
EX: Houston Texans.
TAKING THE TEMPERATURE
OF YOUR COMMUNITY

RED:

Residents that are OPPOSED TO deed restrictions. Residents who do not agree with deed restrictions, usually due to misinformation or negative association with restrictions. Residents who simply don’t care or don’t wish to be involved—they think that if they say nothing, then things will disappear. Also includes residents that think they will be negatively affected by deed restrictions. EX: Business Owners.
Now that you have a color coded map of your area, you can review and plan out your strategy accordingly.

The goal is to move every color up until the map reflects mostly green and blue.
Helpful tip:

If at any time you feel discouraged, defeated, and or just need help—reach out to your green residents. They are your biggest allies and can help remind you why you started the initiative.
SESSION 2
6:35 - 6:45PM
Talking to Neighbors: *Building Consensus*

PJ Jones, President of Glenwood Forest Community Civic Club
Why is it important to talk to your neighbors?

- Deed restrictions will only be successful with community support.
- To ensure the community has correct information.
- To dispel rumors and gossip.
- To be transparent with your community.
- To avoid excluding community members.
- To build community consensus.

The ultimate goal is to get your neighbors on board with your deed restrictions initiative.
Ways to Talk to Neighbors

- Face-to-Face Conversations
- Social Media Posts
- Surveys
- Mail Outs
Face-to-Face Conversations

- Block-Walking
- Door Knocking
- At Local Community Establishments (Grocery store, churches, schools, etc.)
- Community Meetings (Ex: Civic Club, Super Neighborhood, etc.)
- 1-2 Questions
Social Media Posts

Platforms you can use:
• Facebook
• Instagram
• Twitter
• Next Door

Content for Posts:
• Fliers with meeting information
• Educational resources
• Address Concerns
• Dispel rumors and myths
• Create virtual fillable forms

Always stay positive!
Surveys

Ways to Survey Your Community:
- Door-to-Door
- Mail Out
- Emails
- Use Virtual Fillable Forms like Google Forms

Tips when creating a Survey:
- Keep it simple
- Keep it on topic
Examples of Survey Questions

1. Do you want deed restrictions in your community? Yes or No

2. Would you be interested in attending a virtual presentation or conference call about the deed restriction process? Yes or No

3. Deed restrictions help to keep out the following nuisances. Do any of the following describe things you’re currently worried about in your community? Please circle all that apply.
   a. Industrial users  b. Dumping  c. Environmental hazards (air/water)
   d. Truck traffic  e. Truck yards  f. Fencing (high or corrugated metal)

4. Are you opposed to single lots in your community being divided into multiple smaller lots? Yes or No

5. Are you opposed to your community having apartment complexes? Yes or No

6. Are you opposed to your community having duplexes, triplexes, or quadplexes? Yes or No

7. Do you prefer single-family residences or multi-family residences to make up the community? Single or Multi
Mail Outs

What to include:

- Surveys
- Meeting information
- Education materials about deed restrictions
- Fliers
- Notice documents

**Keep in mind this method of communication can become costly.**
QUESTIONS & ANSWERS
6:45-6:55
5 MINUTE BREAK
SESSION 3
7:00 – 7:15PM

Why are Deed Restrictions Important?

Hilary Tyson, Shareholder, BoyarMiller
What are Deed Restrictions?

• Written Agreements
• Filed of Public Record
• Limit Use or Activities on Real Property in a Subdivision
• Real Covenants - Private Agreements between Owners of Real Property in a Subdivision that are enforceable against future Owners of Real Property (“runs with the land”)
• Anyone who buys land subject to deed restrictions is bound by those deed restrictions
Deed Restrictions Are Important

• No zoning in City of Houston
• Deed Restrictions preserve character of a subdivision, absent zoning
  • Density – size and location of buildings on land; Occupancy
  • Aesthetics – character and location of buildings on land
  • Uses – single family, multi-family, commercial, industrial, etc.
• Preservation and stabilization of real property values
• Prevent use of real property in a subdivision that may be harmful to residents (“noxious uses”)
• Prevent real estate speculation
  • Adverse impacts to property values
  • Sense of Community
SESSION 4
7:15 – 7:30PM
What Deed Restrictions can do & What Deed Restrictions can’t do
Amy Dinn, Managing Attorney, Lone Star Legal Aid EJ Team
Deed
Restrictions:
What can they do?
Deed Restrictions:
What can't they do?
Deed restrictions are written agreements that restrict, or limit, the use or activities that may take place on property in a subdivision.
COMMON PLAN OR SCHEME OF DEVELOPMENT
Keep it balanced! Elaborate how the company is contributing to the problems the SDGs want to address, and how the company plans to help solve them.

When a company is transparent in the conduct of their business and puts in the effort to make their intentions clear, it makes them trustworthy and credible in eyes of the public.

**CAN: PAST AND FUTURE**

**PRESERVE**
- “Look & Feel” of the Neighborhood
- Keep things the same

**PROTECT**
- Invasion of unwanted uses
- Encroachments of commercial / industrial uses

**PROHIBIT**
- Noxious activity
- Nuisances
**CAN’T: PRESENT**

| EXISTING PROBLEM STRUCTURES | • “Grandfathered”  
|                            | • Opt Out  
| COMPLIANCE                  | • Deed restrictions require agreement  
|                            | • May not be able to get people to agree  
| SCOPE                       | • Fix things outside of the subdivision  
|                            | • Fix things that aren’t in the restrictions  

"It's about Property, not about People"
<table>
<thead>
<tr>
<th>WHAT?</th>
<th>WHERE IS IT?</th>
<th>HOW IS IT USED?</th>
</tr>
</thead>
<tbody>
<tr>
<td>House</td>
<td>Subdivision Block Lot Placement</td>
<td>Residential</td>
</tr>
<tr>
<td>Garage</td>
<td></td>
<td>Single Family</td>
</tr>
<tr>
<td>Yard</td>
<td></td>
<td>Multi Family</td>
</tr>
<tr>
<td>Fence</td>
<td></td>
<td>Business</td>
</tr>
<tr>
<td>Roof</td>
<td>Orientation Parking Height</td>
<td>Industrial</td>
</tr>
<tr>
<td>Driveway</td>
<td></td>
<td>Nuisance</td>
</tr>
<tr>
<td>Sidewalk</td>
<td></td>
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</table>
INSIDE THE SUBDIVISION ----- NOT ----- OUTSIDE THE SUBDIVISION
RESTRICTIONS MAY VARY BY LOT OR BLOCK
PARKING ---- NOT ------ SPEEDING
Restrictions mean limitations that:

- Affect the use to which real property may be put;
- Fix the distance that a structure must be set back from property lines, street lines, or lot lines;
- Affect the size of a lot or the size, type and number of structures that may be built on the lot;
- Regulate orientation of a structure; or
- Regulate certain fences requiring a building permit

City of Houston

Sections 10-551 to 10-555
It's about Property, not about People
Minimizing Conflict

Talk to your neighbors in advance

Focus on the property, not personality
General Guidance

01. Be Consistent

02. Follow your Restrictions

03. Focus on the Big Picture
SESSION 5
7:30-7:45

How to locate your subdivision

Samantha Salas, Lone Star Legal Aid, Paralegal
Kimberly Lee, East Houston Civic Club, Board Member
How Do I Know If My Property Has Deed Restrictions?
3 ways to find out if your property has restrictions

1) Look at the deed to your property, any and all restrictions will be laid out in your deed.

2) Visit the County Clerk’s office Real Property Department and request the restrictions, if any.

3) Search the County Clerk’s Website Real Property Department Records to see if there are restrictions on your property.
1. Look at the deed to your property, any and all restrictions will be laid out in your deed.

   Deed: a legal document that defines your property ownership or legal right to a property.

2. Visit the County Clerk’s office Real Property Department and request the restrictions, if any.

3. Search the County Clerk's website for restrictions on your property.

   Important information you will need when searching the County Clerk's website:

   1) Name of your Subdivision (as defined by your local county's appraisal district)
What Subdivision do I live in?

Often times property owners do not know the name of the correct subdivision they live in. A geographical area’s description or larger neighborhood is often confused with the subdivision name.

**Subdivision**: the act of dividing land into pieces that are easier to sell or otherwise develop, usually via a plat.

- Roughly 50% of property owners we have dealt with do not know the correct name of the subdivision their property is in.
- 5 out of every 10 people we encounter does not know the correct name of the subdivision they live in.
Example 1: Settegast

The picture on the left shows the Settegast community boundaries in yellow with just a few of the subdivisions outlined at the bottom.

The picture on the right is an enlarged version of reflecting the few subdivisions within the Settegast boundaries.

Subdivisions outlined in these photos are: Marcus Place 1 and 2, Garfield Place 1 and 2, Carver Terrace 1 and 2, etc.
Example 2: Houston Gardens/Trinity Gardens

The picture on the left shows the HG/TG community boundaries in yellow with just a few of the subdivisions outlined in the middle.

The picture on the right is an enlarged version reflecting only a few subdivisions within the Houston Gardens/Trinity Gardens boundaries.

Subdivisions outlined in these photos are: Wesley Place 1 and 2, Houston Gardens.
How do I locate my subdivision?

Step 1: Visit the Harris County Appraisal District website on any web browser or mobile device: https://hcad.org/

Step 2: Select "Property Search" then "Quick Search" from the menu at the top of the page.

Step 3: You can search for your subdivision 3 ways = 1) Search by Account # ; 2) Search By Address ; 3) Search By Owner Name (Last name First Name)
Step 1: Visit [https://hcad.org/](https://hcad.org/)

**Background picture for website is a slideshow so the background photo may vary on each device.**
Step 2: Select "Property Search" then "Quick Search" from the menu at the top of the page.
Step 3: Search for your subdivision

1) Search by Account #
2) Search by Address
3) Search by Owner Name

When entering account numbers to search, do not use hyphens or spaces. Real Property account numbers have thirteen (13) digits; personal property account numbers have seven (7) digits.

Capitalization does not matter. For example, "main st" will return the same listing as "MAIN ST" and "Main St". You may have to spell out abbreviations. Example, "Ln" will need to be typed out as "Lane"; "St" will be "Street", and etc.

Again, capitalization does not matter. For example, "doe john" will return the same listing as "DOE JOHN" and "Doe John".
How do I read the HCAD results once I've searched?

As you can see below the 13 digit Account # is at the top, Owner Name is on the left, and the Property Address is on the right.

YOUR SUBDIVISION NAME WILL BE FOUND IN THE LEGAL DESCRIPTION (usually on the 2nd line)

<table>
<thead>
<tr>
<th>Account #</th>
<th>Subdivision Name</th>
</tr>
</thead>
</table>
| SALAS SAMANTHA | LT 5 BLK 1
               | LAKEWOOD PINES SEC 10 |
| 12615 HOUSTON TX | 12615 HOUSTON TX |

**Any way you choose to use the HCAD search engine will/should produce the same results.**
For additional information and help using the HCAD website please visit:
https://hcad.org/propertysearch/searchhelp/

- Tips for searching
- I found the right account, but the wrong data is being displayed.
- I enter an address, but the property is not found (and I know I have the correct address).
Now that you know your Subdivision name, you can search the County Clerk's website for restrictions on your property, if any.

Step 1
Go to the County Clerk's Website: https://www.cclerk.hctx.net/

Step 2
Select the Real Property option from the "Departments" tab.

Step 3
Select the Search Records option (magnifying glass icon).

Step 4
Enter your subdivisions name into the "Grantee" box.
Step 1: Go to the County Clerk's Website

https://www.cclerk.hctx.net/
Step 2: Select the **Real Property** option from the "Departments" tab.
Step 3: Select the **Search Records** option (magnifying glass icon)
Step 4: Enter your subdivisions name into the "Grantee" box.
**Tip to narrow search results**

- Under INSTRUMENT TYPE you may narrow the search results by entering the abbreviation RESTR, DEED, and/or AMEND.

- How do I know what INSTRUMENT TYPE abbreviation to use?

  https://www.cclerk.hctx.net/Applications/WebSearch/Codes.aspx?DTI=1
For additional information and help with the County Clerk’s website please visit:

https://www.cclerk.hctx.net/Information.aspx

- Tips for searching
- FAQ's
- Fee Schedule (if applicable)
- Payment Options (if applicable)
QUESTIONS?

Samantha Salas
Paralegal
713-652-0077 ext. 1137
ssalas2@lonestarlegal.org

Kimberly Lee
Board Member
allee1937@yahoo.com
QUESTIONS & ANSWERS
7:45-7:55
Closing Survey

https://forms.gle/fuVygd7xs2SJcyJ97
CLOSING REMARKS